



NEWCASTLE FIRE PROTECTION DISTRICT

9350 OLD STATE HIGHWAY, NEWCASTLE, CA 95658

530-878-0405 FAX 530-878-0959 WWW.NEWCASTLEFIRE.ORG

*DIRECTORS: Lawrence Bettencourt, John Burns, Jonita Elder, James Heisterkamp, William Kahrl
Fire Chief Ian Gow*

NOTICE OF A REGULAR MEETING and AGENDA

Wednesday, May 15, 2024 @ 6:00 p.m.

Long Valley Community Hall, 2008 Rattlesnake Rd., Newcastle CA 95658

This meeting will be open to in-person attendance.

1. **CALL MEETING TO ORDER:** Pledge of Allegiance
2. **APPROVAL OF AGENDA:**
3. **APPROVAL OF MINUTES:** April 17, 2024 Regular Meeting
4. **BILL APPROVAL AND FINANCIAL REPORT:** April 2024/May 2024
5. **CORRESPONDENCE:**
6. **PUBLIC COMMENT:** (The Newcastle Fire Protection District Board of Directors has provided this period for members of the public to address the Board on items of interest to the public and which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. Public comment will be limited to three (3) minutes per person, unless specifically authorized otherwise by the Chair).
7. **CHIEFS REPORTS:**
 - (A) Fire Chief Gow
 - (B) Fire Marshal D'Ambrogi
 - (C) Battalion Chiefs Nelson, Slusher and Williamson
8. **NEVADA COUNTY PROFESSIONAL FIREFIGHTERS, LOCAL 3800 REPORT**
9. **BOARD COMMITTEE REPORTS:**
 - (A) Building Committee: Fire station (Chair Kahrl and Director Bettencourt).
 - (B) Inter-district Cooperation Ad-hoc Committee (Chair Kahrl and VC Elder).
10. **INFORMATIONAL AND DISCUSSION ITEMS:**
 - (A) Board to discuss Newcastle Protection Districts parcel ownership at the ball fields.
11. **ACTION ITEMS REQUIRE A VOTE BY ROLL CALL**
 - (A) Consider and approve Resolution No. 2024-02 Declaring an election in November for Board members whose terms are expiring and requesting Election Services by the County Clerk
 - (B) **CLOSED SESSION:** Pursuant to California Government Code § 54957.6(a) LABOR NEGOTIATIONS; Discussion of memorandum of understanding with Local 3800. District negotiators: Directors Burns and Heisterkamp; Reconvene and report any action taken.
 - (D) Consider and approve the Memorandum of Understanding with Nevada County Professional Firefighters, Local 3800 for the term of July 1, 2024 through June 30, 2025.
12. **DIRECTORS REPORTS:**
13. **MEETING ADJOURNED:**

Next Board meeting: June 17, 2024

Newcastle Fire Protection District is committed to accommodate individuals with disabilities to participate in the public meeting process. If you have a special need to attend or participate in our public meetings, please contact our office at (530) 878-0405, in advance of the regular meeting so that we may make every reasonable effort to accommodate you.

NEWCASTLE FIRE PROTECTION DISTRICT IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.

Newcastle Fire Protection District
Minutes of Special Board of Directors Meeting
April 17, 2024
Long Valley Community Hall
2005 Rattlesnake Rd., Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Kahrl called the meeting to order at 6:00 p.m.
- b. Director Bettencourt led the flag salute.
- c. All directors were present except Secretary Heisterkamp.
- d. Chief Gow, Fire Marshal D'Ambrogi, BC Slusher, and DM Armstrong were present.

2. Approval of Agenda

- a. VC Elder made a motion to approve the agenda as presented. Director Bettencourt seconds the motion. Motion carries unanimously via roll call vote (4/0).

3. Approval of Minutes

- a. Director Bettencourt made a motion to approve the minutes as presented. VC Elder seconds the motion. Motion carries unanimously via roll call vote (4/0).

4. Approval of Financial Report

- a. VC Elder made a motion to approve the financial report as presented by Chief Gow. Director Burns seconds the motion. Motion carries unanimously via roll call vote (4/0).

5. Correspondence

- a. None

6. Public Comment

- a. Jon Anacker – Reported that they cleared debris from their property yesterday to ensure that fire apparatus can get to his house.
- b. VC Elder reported that she and her husband attended the Auburn Elk's *Public Safety Awards Dinner* on April 8th. Captain Hickok was Newcastle's Firefighter of the Year.

7. Chief's Report

- a. Chief Gow reporting:
 - i. Newcastle
 1. Is currently fully staffed.
 2. New SCBA's have arrived. Some parts had to be returned and replacements are on their way.
 - ii. Penryn
 1. Nothing to report.
 - iii. Placer Hills
 1. MOU with L3800 is done.
 - iv. LAFCO MSR is currently ongoing.
- b. Fire Marshal D'Ambrogi Reporting:
 - i. 2 Single Family Dwelling (SFD) plans reviewed.
 - i. 1 SFD final inspection.
 - ii. 1 Commercial Bldg. Inspection (Former Rinky Dink bldg.)
 - iii. 2 LPG inspections.
 - iv. Affordable housing project going in on Penryn Pkwy.
- c. BC Slusher Reporting:
 - i. March 2024 – 60 calls for service
 1. Fires -5
 2. Medical- 24
 3. Hazardous Cont.-2
 4. Public Assist - 10
 5. Good intent- 15
 6. False Alarms- 4
 7. YTD: 234

8. Newcastle Professional Firefighter's Association

- i. Captain Shaw reported that MOU negotiations with the board have been opened.

9. Board Committee Reports

- a. Building Committee report on the new fire station.
 1. Director Bettencourt reporting:
 - PG&E is close to getting Caltrans to extend the permit to complete pole work at the new station.
 - The erosion control refund check was mailed to the district in March, 2024. Unfortunately, it was mailed to the physical address and not the PO Box. DM Armstrong will follow up with the County to sort it out.
- b. Inter-district Cooperation Ad-hoc Committee.
 1. No report.

10. Informational/Non-Action Items

- a. Board to review LAFCO letter regarding Joint Operations Agreement and Agreement for Administrative Services.
 - i. Chief Gow re-capped the recent LAFCO meeting.
 - ii. Chairman Kahrl stated that the issue has brought some opposition out.
 - iii. Director Bettencourt reminded the board that Cal Fire's mission is extinguishment of wildfires within the State Responsibility Area (SRA).
- b. Board to discuss NFPD's parcel ownership at the Chantry Hill Ballpark.
 - i. This issue was postponed until May because of Secretary Heisterkamp's absence.
- c. Board to discuss meeting with Local 3800 regarding their efforts to secure future funding for fire districts.
 - i. BC Slusher reported that L3800's work is complementary to the work the Boards are doing.

11. Action Items

- a. **CLOSED SESSION:** Pursuant to CA Government Code §54957.6(a.) LABOR NEGOTIATIONS; Discussion of memorandum of understanding with L3800. District negotiators: Director Burns and Secretary Heisterkamp.
 - i. The board went in to closed session at 7:04 p.m.
 - ii. Chairman Kahrl re-convened the open session at 7:39 p.m.
 - iii. Chairman Kahrl reported that direction was given to the Negotiating Committee. No action was taken.

12. Director's Reports

13. Chairman Kahrl adjourned the meeting at 7:41 p.m.

Respectfully Submitted:



Patrice Metz, Recording Secretary

Approved

Newcastle Fire General Fund
Revenue and Expense Report
Fiscal Year 2023/2024

	<u>Jul 1, '23 - Ma...</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
REVENUE			
Property Taxes	185,305.71	332,197.00	55.8%
40180 Other Taxes	326,399.21	592,014.00	55.1%
42010 Investment Income	12,426.65	2,500.00	497.1%
44350 State Homeowners Relief	849.18	1,661.00	51.1%
45010 Grants	4,417.72	0.00	100.0%
46090 Planning, pre-development	234.60	0.00	100.0%
46350 Fire Services	30,748.43	50,500.00	60.9%
46360 Other Fees and Charges	7,625.00	12,000.00	63.5%
47010 Donations	10,000.00	0.00	100.0%
48030 Miscellaneous	9,435.29	200.00	4,717.6%
49030 Proceeds asset sale	436,299.10	436,299.00	100.0%
Total REVENUE	<u>1,023,740.89</u>	<u>1,427,371.00</u>	<u>71.7%</u>
Total Income	1,023,740.89	1,427,371.00	71.7%
Expense			
EXPENSES			
52030 Fire Protective clothing	1,756.53	4,000.00	43.9%
52040 Communication Services	546.50	1,500.00	36.4%
52060 Station/Household Expense	8,784.82	4,000.00	219.6%
52080 General Liability Ins	22,129.00	32,410.00	68.3%
52160 Equipment Maintenance	16,135.67	20,000.00	80.7%
52170 Fuels & Lubricants	7,147.87	12,500.00	57.2%
52180 Building maintenance	4,942.03	3,000.00	164.7%
52220 Gases, medical	1,200.78	1,000.00	120.1%
52260 Miscellaneous Expense	607.57	1,000.00	60.8%
52330 General Office	5,220.29	2,500.00	208.8%
52360 Special Services	156,050.52	195,861.00	79.7%
52370 Professional Services	8,521.32	8,500.00	100.3%
52390 County Services	2,326.79	3,500.00	66.5%
52460 Small Tools, Accessories	0.00	2,000.00	0.0%
52570 Publications Legal Notice	129.67	150.00	86.4%
52580 Special District Expense	2,270.00	3,900.00	58.2%
52800 Utilities	22,900.16	25,910.00	88.4%
53190 Taxes and Assessments	7.92	0.00	100.0%
Total EXPENSES	<u>260,677.44</u>	<u>321,731.00</u>	<u>81.0%</u>
54440 Fixed Assets Blding/Loan	144,955.50	144,956.00	100.0%
54450 Fixed Assets Equipment	0.00	83,000.00	0.0%
Payroll Expenses			
51010 Salaries & Wages	322,591.24	471,440.00	68.4%

**Newcastle Fire General Fund
Revenue and Expense Report
Fiscal Year 2023/2024**

	<u>Jul 1, '23 - Ma...</u>	<u>Budget</u>	<u>% of Budget</u>
51030 Extra Help	1,221.72	5,250.00	23.3%
51040 Overtime Call Back	60,199.91	75,770.00	79.5%
51220 Payroll Tax	29,673.98	41,700.00	71.2%
51310 Employee Group Insurance	28,138.69	62,200.00	45.2%
51360 Workers Comp Insurance	<u>48,656.00</u>	<u>49,300.00</u>	<u>98.7%</u>
Total Payroll Expenses	<u>490,481.54</u>	<u>705,660.00</u>	<u>69.5%</u>
Total Expense	<u>896,114.48</u>	<u>1,255,347.00</u>	<u>71.4%</u>
Net Income	<u><u>127,626.41</u></u>	<u><u>172,024.00</u></u>	<u><u>74.2%</u></u>

Newcastle Fire General Fund
Check Detail
April 13 through May 8, 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
04/17/2024	Bill KahrI		US Bank Checking	
04/17/2024		Jan - March 2024	SC4050 Commission Reimbu...	-75.00
TOTAL				-75.00
04/17/2024	Dawson Oil Company	Acct 42874	US Bank Checking	
04/17/2024		Acct 42874	52170 Fuels & Lubricants	-949.46
TOTAL				-949.46
04/17/2024	Fire Risk Management Services		US Bank Checking	
04/17/2024		4th Quarter	51360 Workers Comp Insuran...	-12,164.00
TOTAL				-12,164.00
04/17/2024	Harris Industrial Gases		US Bank Checking	
04/17/2024			52220 Gases, medical	-128.25
TOTAL				-128.25
04/17/2024	Hunt Propane Inc.		US Bank Checking	
04/17/2024			9350 State Hwy propane	-1,034.57
TOTAL				-1,034.57
04/17/2024	John Burns		US Bank Checking	
04/17/2024		Jan - March 2024	SC4050 Commission Reimbu...	-75.00
TOTAL				-75.00
04/17/2024	Kaiser		US Bank Checking	
04/17/2024		May 2024	51310 Employee Group Insur...	-2,119.93
TOTAL				-2,119.93
04/17/2024	Lawrence Bettencourt		US Bank Checking	
04/17/2024		Jan - March 2024	SC4050 Commission Reimbu...	-75.00
TOTAL				-75.00
04/17/2024	Metz, Patrice		US Bank Checking	
04/17/2024		March 2024	SC2660 Recording Secretary	-75.00
TOTAL				-75.00
04/17/2024	PCWA	Acct 8634-000066574	US Bank Checking	
04/17/2024		Acct 8634-000066574	Water	-258.20
TOTAL				-258.20

Newcastle Fire General Fund

Check Detail

April 13 through May 8, 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
04/17/2024	PG&E		US Bank Checking	
04/17/2024			Electricity/gas	-756.33
TOTAL				-756.33
04/17/2024	Recology Auburn Placer	Acct 42292084	US Bank Checking	
04/17/2024		Acct 42292084	Garbage 9350 OSH	-226.29
TOTAL				-226.29
04/17/2024	Smith & Newell CPAs		US Bank Checking	
04/17/2024		FY 23 Audit	SC2900 Audit Costs	-9,275.00
TOTAL				-9,275.00
04/17/2024	United Healthcare		US Bank Checking	
04/17/2024		May 2024	51310 Employee Group Insur...	-118.40
TOTAL				-118.40
04/22/2024	Auburn Ace Hardware		US Bank Checking	
04/22/2024		Carwash	52060 Station/Household Exp...	-25.72
TOTAL				-25.72
04/22/2024	Kronick, Moskovitz, Tiedema...		US Bank Checking	
04/22/2024		Legal Fees Associate...	52370 Professional Services	-236.00
TOTAL				-236.00
04/22/2024	Matt McCoy		US Bank Checking	
04/22/2024		Uniform Reimburse...	52030 Fire Protective clothing	-39.99
TOTAL				-39.99
04/22/2024	Principal Life		US Bank Checking	
04/22/2024		April & May	51310 Employee Group Insur...	-456.48
TOTAL				-456.48
04/22/2024	US Bank		US Bank Checking	
04/22/2024		Wave, Verizon	Phone/Cable/Internet	-472.52
		Lunatech	SC2660 Website Maintenance	-395.00
			SC2660 Supplies	-53.10
		Furniture & Equipmen...	52060 Station/Household Exp...	-7,643.45
TOTAL				-8,564.07

Newcastle Fire Development Fees

Revenue & Expense

July 1, 2023 through May 8, 2024

	Jul 1, '23 - May 8, 24	Budget	% of Budget
Income			
Income Mitigation Fees			
42010 Investment Income	2,589.94	1,000.00	259.0%
46440 Mitigation Fees	66,848.81	95,000.00	70.4%
Total Income Mitigation Fees	69,438.75	96,000.00	72.3%
Total Income	69,438.75	96,000.00	72.3%
Expense			
52260 Miscellaneous	0.00	20,000.00	0.0%
54440 Fixed Assets (Buildings)	29,121.10	72,800.00	40.0%
54460 Fixed Assets (Equipment)			
53040 Principal	28,088.26	28,087.26	100.0%
53080 Interest	1,092.61	1,092.61	100.0%
Total 54460 Fixed Assets (Equipment)	29,180.87	29,179.87	100.0%
Total Expense	58,301.97	121,979.87	47.8%
Net Income	11,136.78	-25,979.87	-42.9%

Newcastle Fire - USDA
Profit & Loss
July 1, 2023 through May 8, 2024

	<u>Jul 1, '23 - May 8, 24</u>
Income	
49120 Long Term Debt Proceeds	174,076.60
42010 Investment Income	373.53
Total Income	<u>174,450.13</u>
Expense	
Bond Interest	60,000.00
Bond Principal	84,955.50
Total Expense	<u>144,955.50</u>
Net Income	<u><u>29,494.63</u></u>

**NOTICE OF GOVERNING BOARD MEMBER ELECTION AND/OR
NOTICE TO SUBMIT MEASURE(S) TO A VOTE OF THE VOTERS**

Resolution No. 2024-02

RESOLUTION OF THE GOVERNING BODY OF THE

Newcastle Fire Protection District

DECLARING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION
WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE;
AND
REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on
November 5, 2024; at which election the issue(s) to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

1. Said election shall be to fill a vacancy for the following Board Members(s) who resigned and/or whose term(s) expired:

Incumbent's Name	Division Number (if applicable)	Regular/Short Term
John Burns	N/A	Short
Lawrence Bettencourt	N/A	Regular
James Heisterkamp	N/A	Regular
William Kahrl	N/A	Regular

2. Said Directors for this District are elected in the following manner:

X At Large.

There are no divisions in the District; all voters within the District vote for all candidates.

By Division.

Districts are split into areas; only those voters residing in the area may vote for candidates who run in the area.

Qualified by Division-Elected at Large.

Directors must qualify to run by living in a specific division, but all voters within the District may vote on all candidates.

Qualified by Division-Elected at Large.

Directors must be a landowner. Multiple ownerships can designate single owner to cast vote or cast pro rata share.

3. Said District has determined the following election particulars:

- The length of the Candidate Statement shall not exceed **200** words.
(Specify either 200 or 400 words)
- The cost of the Candidate Statement shall be paid by the **Candidate**.
(Specify Candidate or District)

MEASURE(S) TO BE SUBMITTED TO THE VOTERS (IF APPLICABLE)

(If this election is strictly for deciding one or more measures and no candidates are to be elected, please complete #4 through #6 below)

4. Said District _____ request that the following measure(s) be decided at this election.
(Specify does or does not)

- Said Governing Board orders the following measure(s) to be put to a vote of the residents of the District:

(See attached wording marked Exhibit(s) _____)

5. Said District has determined the following election particulars:

- In the case of a tie vote, the election shall be determined by **LOT**.
(Specify lot or runoff election)
- The County Clerk is **requested** to provide election services. If the District requests the Placer County Elections Office to provide election services, all applicable costs will be paid for by the District.
(Specify requested or not requested)

6. The District hereby certifies that (please check one):

There have been changes to the District boundary lines since our last election as shown on the attached map and/or legal description.

There have been no District boundary changes since our last election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at Governing Body expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

PASSED AND ADOPTED by the Governing Body on May 15, 2024.

AYES:

NOES:

ABSENT:

ATTEST: _____
JAMES HEISTERKAMP, SECRETARY OF THE BOARD

JONITA ELDER, VICE-CHAIR OF THE BOARD